



United States Department of the Interior

FISH AND WILDLIFE SERVICE
Washington, D.C. 20240



In Reply Refer To:
FWS/DFM/024666

MAR 22 2006

Memorandum

To: Service Directorate

From: **Acting** Assistant Director – Business Management and Operations

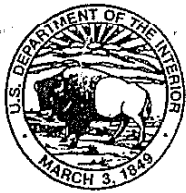
Subject: Temporary Duty (TDY) and/or Relocation Travel of Employees to Areas Impacted by Hurricane Katrina – Extension of Guidance

The Department's Financial Administration Memorandum (FAM) 2006-002 (attached) has extended the expiration date of Hurricane Katrina and Rita guidance from March 1, 2006 to September 30, 2006. Past guidance can be found at www.doi.gov/pfm/fams (FAMs 2005-12 and 2005-14). A key aspect of the past guidance is that actual expense reimbursement for per diem expenses is authorized on a blanket basis not to exceed 300 percent of the government per diem rate.

Please ensure this guidance is distributed to all traveler arrangers and approval officials within your area. If additional information is required, please contact Marvin Wilson, Division of Financial Management at 703-358-1781.

Attachment

TAKE PRIDE[®]
IN AMERICA 




United States Department of the Interior

OFFICE OF THE SECRETARY
Washington, DC 20240



FINANCIAL ADMINISTRATION MEMORANDUM NO. 2006-002 (II.G.1.)

To: Solicitor
Inspector General
Assistant Secretaries
Heads of Bureaus
Departmental Offices

From: Daniel L. Fletcher 
Associate Director – Financial Reporting and Systems

Subject: Extension Granted for Hurricanes Katrina and Rita

The Department released two Financial Administration Memoranda, 2005-012 and 2005-014, last fall providing guidance and procedures for temporary duty (TDY) and/or relocation travel to and from areas impacted by Hurricane Katrina and Rita. Certain provisions of the Federal Travel Regulation (FTR) (41 CFR parts 302 and 302) governing the authorization of actual subsistence expenses for official travel (both TDY and relocation) were temporarily waived as a result of Hurricanes Katrina and Rita. These provisions were waived because finding lodging facilities and/or adequate meals was difficult, and distances involved were great resulting in increased costs for per diem expenses. At that time, an expiration date of March 1, 2006, was established with the option to extend or rescind.

The General Services Administration has released Federal Travel Regulation (FTR) Bulletin 06-05, dated January 31, 2006, informing agencies that as the conditions that prompted FTR Bulletins 05-06 and 05-7 continue, the effective dates for those Bulletins are being extended. As a result, the Department's FAM 2005-012 and FAM 2005-014 are also extended from March 1, 2006, to September 30, 2006, unless extended or rescinded by the Office of Financial Management.

If you have questions or require additional information, please contact Tamara Peyton, Office of Financial Management on (202) 208-6227.

Attachment: GSA Bulletin 06-05

cc:
P. Lynn Scarlett, Deputy Secretary
Brian Waidmann, Chief of Staff

Prior Financial Administration Memorandum on this Subject:
No. 2005-012 (II.G.1.), September 15, 2005 - Active
No. 2005-014 (II.G.1), October 20, 2005 - Active

GENERAL SERVICES ADMINISTRATION
Washington, DC 20405

January 31, 2006

FEDERAL TRAVEL REGULATION
GSA BULLETIN FTR 06-05

TO: Heads of Federal Agencies

SUBJECT: The extension of the effective dates for FTR Bulletins 05-06 and 05-07, regarding reimbursement for actual subsistence expenses, and waivers of certain provisions of the Federal Travel Regulation (FTR) (41 CFR parts 301 and 302) for temporary duty (TDY), or relocation travel of employees to areas impacted by Hurricanes Katrina and Rita.

1. Purpose. This Bulletin informs agencies that as the conditions that prompted FTR Bulletins 05-06 and 05-7 continue, the effective dates for those Bulletins are being extended.

The provisions in FTR Bulletins 05-06 and 05-07 became effective on August 29, 2005 and September 24, 2005 respectively. Both of these bulletins were originally slated to expire on March 1, 2006. They are being extended as stated in paragraph 2.

2. Expiration dates. This Bulletin extends the expiration date for FTR Bulletins 05-06 and 05-07 from March 1, 2006, to September 30, 2006, unless further extended or rescinded by this office.

3. For further information contact. Mr. Patrick McConnell, Acting Travel Program Director, Travel Management Policy at (202) 501-2362.

By delegation of the Administrator,
General Services Administration.

John G. Sindelar
Acting Associate Administrator
Office of Governmentwide Policy